Create a Kansas TRAIN User Account

Kansas TRAIN

(If you do not have an account)

1. Point your browser to **https://www.train.org/ks** if you are a Kansas learner. **Non-Kansas learners** go to **www.train.org** to select your appropriate state. You can use any browser.

2. Click the "**Create an Account**" button in the left-hand margin. You must have an email address to create an account. Choose a **unique** login ID and password.

3. Make sure to fill out all fields in the account creation page. Check the "I agree to all TRAIN policies" button when done.

4. In the next section, start selecting your work or volunteer groups.

5. Once you have selected the appropriate groups, the system will prompt you to enter your FEMA Student ID number and professional license number. These are **NOT** required to enter at the start, however, you may need to enter them later in order to take specific courses through KansasTRAIN.

   -If you do not have a FEMA Student ID number you can get one here https://cdp.dhs.gov/femasid.

6. Notifications: When you get to the home screen select the "Notifications" button:

   a. **Course registration notifications:** Select the line that has information on receiving TRAIN emails.

   b. **Finishing your account information:** Select the line that says "Your profile is incomplete" for an easy way to finish inputting details such as address and contact information.

7. Video Tutorials on how to create an account and other topics can be found at: https://www.train.org/tutorials/

Need your account Login Name?

Click the 'Forgot Your Login Name/Password' link on the TRAIN login page to access your account information OR, contact the Helpdesk at: ebitsm@ks.gov; 785-296-4999